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DIVISION OF SUPPORTIVE LIVING

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MEMORANDUM

DATE: April 12, 2002

TO: COP County Contacts
Waiver County Contacts

FROM: Janice Smith, Assistant Director
Bureau of Aging and Long Term Care Resources

RE: Use of COP and Waiver Funds in CBRFs

A Division of Supportive Living memo #2002-02 was recently distributed which discusses recent statutory changes in the use of COP, COP-W and CIP II funds in CBRFs as well as implementation of the five conditions for funding CBRFs. This memo provides the following technical assistance information to assist in the implementation of the requirements.

- **Use of COP & Waiver Funds in CBRFs: Questions and Answers**

The attached Q&A document provides answers to typically asked questions in relation to the five conditions for funding as well as variance approval processes and other implementation highlights. As additional questions arise, another question and answer document may be issued if necessary.

- **Implementation of Five Conditions for Use of Funds in CBRFs-Model Forms**

Included in the attached material is a document that offers model forms that care managers can use to validate that the five conditions for funding are being met when placing an individual in a CBRF of any size. These model forms can be accessed electronically on the Department of Health and Family Services web-site at www.dhfs.state.wi.us/LTC_COP/modelforms.htm

- **Educational Teleconference Network (ETN) Training**

The Bureau will hold an informational session to discuss the policies referenced in DSL memo series 2002-02. The session will be held on May 15, 2002 from 10:00am to 11:50am. Please check the following website for further information: www.dhfs.state.wi.us/aging/training.htm

In addition, as stated in the memo, a workgroup of providers, advocates, and county staff will be assisting the Department in developing a policy for the use of COP/Waiver funds in CBRFs with more than 20 beds. For your information, a directory of the workgroup members is attached.

If you have any questions or suggestions related to the attached material, feel free to contact Carrie Molke, BALTCR. If you have any questions about the implementation of these policies or any other COP or Waiver policy, please do not hesitate to call any of us in BALTCR's Long Term Support Section or your Assistant Area Administrator.

Attachments

Cc: Assistant Area Administrators-Adult Services
The Management Group